



First Program Year Action Plan

The CPMP First Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted	Applicant Identifier	Type of Submission	
Date Received by state	State Identifier	Application	Pre-application
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
Applicant Information			
Jurisdiction		CA63660 SUNNYVALE	
P.O. Box 3707		79 2890774	
Street Address Line 2		Organizational Unit	
Sunnyvale	California	Community Development	
94583	Country U.S.A.	Housing	
Employer Identification Number (EIN):		County-Santa Clara	
94-600043		Program Year Start Date (07/01)	
Applicant Type:		Specify Other Type if necessary:	
Local Government: City		Specify Other Type	
Program Funding		U.S. Department of Housing and Urban Development	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
Community Development Block Grant		14.218 Entitlement Grant	
CDBG Project Titles		Description of Areas Affected by CDBG Project(s)	
\$CDBG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for CDBG-based Project(s)			
Home Investment Partnerships Program		14.239 HOME	
HOME Project Titles		Description of Areas Affected by HOME Project(s)	

\$HOME Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for HOME-based Project(s)					
Housing Opportunities for People with AIDS				14.241 HOPWA	
HOPWA Project Titles				Description of Areas Affected by HOPWA Project(s)	
\$HOPWA Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for HOPWA-based Project(s)					
Emergency Shelter Grants Program				14.231 ESG	
ESG Project Titles				Description of Areas Affected by ESG Project(s)	
\$ESG Grant Amount		\$Additional HUD Grant(s) Leveraged		Describe	
\$Additional Federal Funds Leveraged			\$Additional State Funds Leveraged		
\$Locally Leveraged Funds			\$Grantee Funds Leveraged		
\$Anticipated Program Income			Other (Describe)		
Total Funds Leveraged for ESG-based Project(s)					
Congressional Districts of:				Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts		Project Districts			
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.				<input type="checkbox"/> Yes This application was made available to the state EO 12372 process for review on DATE	
				<input type="checkbox"/> No Program is not covered by EO 12372	
<input type="checkbox"/> Yes		<input type="checkbox"/> No		<input type="checkbox"/> N/A Program has not been selected by the state for review	

Person to be contacted regarding this application		
Annabel	Middle Initial	Yurutucu
Housing Officer	408/730-7698	408/737-4906
ayurutucu@ci.sunnyvale.ca.us	http://sunnyvale.ca.gov/housing	Katrina L. Ardina 408/730-7451
Signature of Authorized Representative		Date Signed

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is optional, but encouraged. If you choose to complete it, please provide a brief overview that includes major initiatives and highlights that are proposed during the next year.

Program Year 1 Action Plan Executive Summary:

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The City of Sunnyvale's Consolidated Plan presents a strategic vision for housing and community development in the City. The Action Plan allocates approximately \$2.9 million of Community Development Block Grant (CDBG) funds, Home Investment Partnership Program (HOME) funds, and program income funds. These funds will be spent on public services, non-profit capital projects, rehabilitation of single and multi-family homes, the home access program, housing acquisition and new construction by non-profit housing development organizations, program administration which includes an update to the Analysis of Impediments to Fair Housing Choice and towards the update of the Housing and Community Revitalization Sub-element, improvements to sidewalks for ADA accessibility, capital projects to provide funding for sewer infrastructure improvements and manhole reconditioning, and housing and neighborhood improvement activities described in the Community Development Strategy.

The City completed its Analysis of Impediments (AI) to Fair Housing Choice in January 2003, which presents information on fair housing issues in the City and reviews the wide range of activities that the City currently participates in or supports to further fair housing choice. For the up-coming year, the City will take appropriate actions to overcome the effects of any impediments identified in its analysis by pursuing recommended actions, strategies and activities to further fair housing choice and opportunities.

With the start of the 2005-2010 Consolidated Plan period, the City will prepare to initiate an update to its AI.

Citizen Participation

The citizen participation plan encourages citizens to participate in the development of the Consolidated Plan and also in any substantial amendments to the plan and the performance report. The plan is similar to the approved citizen participation plan that has been followed for the development of the CHAS and complies with CDBG requirements.

The Housing Division of the Community Development Department is the lead agency for overseeing the development of the Consolidated Plan and Annual Action Plan.

The development of the Annual Plan began during the development process of the 2005-2010 Consolidated Plan. To encourage citizen participation in the development of the 2005-2010 Consolidated Plan, the Sunnyvale Community Development Department conducted eight community meetings in October and November 2004. To determine community needs, interviews with 14 organizations serving low-income and special needs groups at six focus group meetings were held in October 2004. The City conducted a Housing Community Development Needs Survey to develop priorities for expenditure of CDBG and HOME funds. The surveys were printed in English, Spanish, Vietnamese, and Chinese and were available at community centers/public buildings, distributed at all community meetings, and posted on the City's website. The City also partnered with Santa Clara county and other cities in the County in a countywide telephone survey to better understand public concerns on community needs for affordable housing, economic development, public services and facilities, education and job training, homeless services and shelter, and other services.

Two Consolidated Plan public hearings were held on April 13 and May 10. A joint meeting of the Planning Commission and Housing and Human Services Commission was held on February 23.

Two advertised public hearings were held by the Housing and Human Services Commission on February 23 and March 23, 2005 to review Outside Group Funding proposals and to recommend funding for 2005 PY.

The draft Action Plan was available on April 6, 2005 for a 30-day review period. The summary of the Action Plan and the public hearing dates were published as a display ad in the Sunnyvale Sun on April 6, 2005. The Annual Plan was reviewed by the Housing and Human Services Commission on April 13, 2005 and approved by the Sunnyvale City Council on May 10, 2005.

HOUSING AND COMMUNITY DEVELOPMENT STRATEGY

Housing and Community Development Objectives and Priorities

Sunnyvale has a long tradition of innovative policies and actions directed towards providing a broad range and choice of housing for the community. The Housing and Community Revitalization Sub-Element emphasizes the need for both rental and owner-occupied affordable housing in the City. The Community Development (CD) Strategy, prepared in February 2003 is to guide the use of the City's limited resources to achieve the maximum possible community development benefit. It is an investment strategy intended to direct city investment over the next five years in a manner, which will best maintain and improve the vitality of Sunnyvale and all of its neighborhoods through new expanded housing and neighborhood activities. Through the Action Plan the City intends to concentrate on increasing and maintaining the affordable housing stock, as well as supporting human service agencies who provide necessary services in the community.

Housing Priorities

Addressing affordable housing needs is the central purpose of the Action Plan. In response to both the need and the City's resources to address the problem, renters and owners below the moderate-income level receive the highest priority under the plan. The primary activities to address the affordable housing needs will be through acquisition, rehabilitation of single and multi-family homes and new construction of housing. All City programs will be available City-wide.

The City's homeless assistance strategy for housing activities, which the City directly sponsors is to emphasize the creation of permanent housing which is affordable to the homeless and to individuals who are moving out of shelters or transitional housing programs. The City's strategy also includes contributing funds for the operating costs of existing shelter and transitional housing providers who serve Sunnyvale and the northern Santa Clara County area, and also to cooperate in County-wide approaches to the problem of homelessness. Working as a collaborative, the region can insure a more comprehensive approach to addressing the problem of homelessness.

There are housing needs for supportive housing for elderly individuals, the frail elderly, persons with mental or physical disabilities, persons with substance abuse problems, and persons afflicted with AIDS. People with special needs are generally in the extremely low-income group and would require both rental subsidy and ancillary services. Because Sunnyvale does not have the resources or the expertise to handle these issues alone, City actions are dependent upon the cooperation and support of other agencies better equipped to meet the needs of the homeless and the non-homeless with special needs.

Non-Housing Community Development Priorities

Non housing community development needs include improvements to public facilities and public services and economic opportunities for low-income persons. Existing needs for Sunnyvale in these areas are described below. The following objectives, which have been part of the CDBG plan, guide the needs outlined below:

1. Ensure an aesthetically pleasing work and living environment.

2. Maintain and improve public facilities and commercial areas.

The City will continue to retrofit as many curbs as possible each year so that all intersections in the City conform to ADA requirements. \$150,000 in CDBG funds has been allocated towards this activity.

The City's efforts to support comprehensive approaches to neighborhood preservation involves a City commitment to public improvements in those areas of the City with concentrations of low and moderate income households. This priority will be pursued in block group areas that qualify as having concentrations of low and moderate income households (census block groups with concentrations of low and moderate income households exceeding 32.2%, as determined by HUD).

The public services, which the City supports primarily, serve extremely low and low-income households. Public services in general receive a high priority for the City and clients generally oversubscribe all the services. The services receiving a high priority are:

1. Services which address the needs of the frail elderly or persons with disabilities
2. Services which address the needs of low-income children and their families
3. Counseling, shelter services, employment training and general assistance to the extremely low-income or homeless population
4. Information and counseling on landlord/tenant issues and fair housing activities

Anti-Poverty Strategy

The City's anti-poverty strategy is centered in its award winning NOVA program which focuses state and federal resources on the training employment needs of the County. NOVA Private Industry Council is a private public partnership which includes businesses, cities and educational institutions to insure that job training is relevant to business needs. The strongest anti-poverty strategy for the City is to try to get residents back in the work force in jobs that will provide them economic independence. According to local service providers who participated in focus group meetings with the City on the Consolidated Plan, the basis for alleviating poverty is adequate employment opportunities with wages well above the poverty level of income. To significantly reduce poverty, the City would pursue a comprehensive supportive service approach that combines education with job skills training, child care, access to transportation, health services, and affordable housing. Furthermore, addressed in the CD Strategy, the City must continue to motivate and support those in the workforce to augment their skills to be prepared for the jobs of the future. Therefore, the employment opportunity efforts of NOVA must be coordinated with the economic development efforts of Community Development. NOVA works with approximately 4,000 people per year.

Housing and Community Development Resources

The City of Sunnyvale receives CDBG and HOME grants as an entitlement directly from HUD. Funding from any of the other sources would require a successful grant application in a competitive process.

Federal Resources: The City will be using CDBG and HOME funds for acquisition, rehabilitation and new construction of affordable housing.

City Resources: The City has the Housing Fund, which is used for the development and acquisition of affordable housing. There is currently over \$8.6 million in available funding in the Housing Fund Reserve.

State Resources: It is anticipated that Low Income Housing Tax Credits (LIHTC) and CalHFA loans to non-profit developers of multi-family rental housing will be used as a major source of financing for any new projects. The City will continue to support any new projects using LIHTC as a major source of funding.

Private Resources: The City will work with non-profit developers to help them obtain private financing available for projects. The City will work with local lenders to secure construction and bridge financing for projects.

Coordination of Strategic Plan

The City works with other local cities in making sure that the limited affordable housing resources are effectively used in developments that have a regional benefit. These include the SRO which has County participation, the Food Bank which serves the entire County, a runaway youth shelter, a homeless reception center, an independent living facility for the developmentally disabled, and the NOVA program. In addition, the City supports the efforts of the Housing Authority in its applications for programs that provide housing and support services to residents of the City. The City is also participating in the County-wide effort to develop coordinated approaches to obtain greater federal funding for affordable housing and homeless projects, to increase cooperation and coordination among various agencies, and to develop more effective programs to address the problems of homelessness and affordable housing needs in Santa Clara County.

The City actively participated in the formation and ongoing efforts of a Countywide Fair Housing Task Force in order to improve the provision of fair housing services on a regional basis. The City will continue its partnership with the cities of Palo Alto and Mountain View to assess and develop programs to respond to the sub-region's fair housing needs and accomplish the goals in the City's AI. In addition, the City will continue to support the efforts of the Housing and Human Services Commission to participate in the City's fair housing activities and work with other local organizations.

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

Program Year 1 Action Plan General Questions response:

GEOGRAPHIC AREA

The City will consider the provision of all types of housing assistance and funding support for the listed projects on a citywide basis consistent with the policies of the City's Consolidated Plan. The City will focus efforts on the CD Strategy areas for housing activities but will consider affordable projects on a citywide basis. Distribution of subsidized housing is located throughout the City.

All of the other programs and support services as described in the Action Plan are available Citywide. New construction or acquisition projects will be located as close to major transportation and service corridors, as practically possible.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 1 Action Plan Managing the Process response:

The City of Sunnyvale's Department of Community Development, Housing division, is responsible for the development and implementation of the Consolidated Plan. The Consolidated Plan was prepared with input from the Sunnyvale Housing and Human Services Commission and Planning Commission, other local jurisdictions, local and regional non-profit and social service agencies, and interested members of the public.

Various City departments, community-based organizations, and housing and public service providers contributed to the development of the 2005-2010 Consolidated Plan. The City conducted six focus group meetings with these groups on October 6 and 7, 2004. Each meeting addressed a specific topic to be included in the Consolidated Plan. Nonprofit and public agencies serving special needs groups were invited to attend these focus group meetings.

The Consolidated Plan outlines the various coordination efforts with which Sunnyvale is involved. The City works with other local cities in making sure that the limited affordable housing resources are effectively used in developments that have a regional benefit.

The City will continue to participate in the Santa Clara County Collaborative on Affordable Housing and Homeless issues comprised of county-wide homeless service and shelter providers, county agencies, homeless persons and advocates, and affordable housing developers. The goal is to develop coordinated approaches to obtaining greater funding for affordable housing and homeless projects, to increase cooperation and coordination among the participants and to develop more effective programs to address the problem of homelessness and affordable housing needs in Santa Clara County. This group coordinates the annual Super NOFA funding process through creating a continuum of care plan and ranking applications from agencies located in the county.

Citizen Participation

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 1 Action Plan Citizen Participation response:

It is the intent of the City of Sunnyvale to encourage and facilitate the participation of residents in the formulation of priorities, strategies and funding allocations related to the Consolidated Plan process, emphasizing involvement by low- and moderate-income persons, especially those living in low- and moderate-income neighborhoods. Sunnyvale also encourages participation of diverse populations, including people who do not speak English and persons with disabilities.

Role of Low- and Moderate-Income People: The primary purpose of the programs covered by this Citizen Participation Plan is to improve communities by providing decent housing, a suitable living environment, and growing economic opportunities - all principally for low- and moderate-income people.

Because the amount of federal CDBG and HOME money Sunnyvale City receives and/or administers each year is primarily based on the severity of both poverty and substandard housing conditions in the Urban City, the City recognizes the importance of public participation that genuinely involves people who have experienced these conditions. It is the City's intent to provide opportunities for meaningful involvement by low-income people at all stages of the process, including:

- Need identification
- Priority setting
- Funding allocation
- Program recommendations
- Performance review

All comments received during the development of the Consolidated and Action Plans were accepted.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 1 Action Plan Institutional Structure response:

Sunnyvale has worked closely with the State, local jurisdictions, and private agencies to coordinate strategies and resources in the community. Specifically, Sunnyvale has maintained its Housing Element in compliance with State regulations. The City supports efforts by the County and surrounding cities, the Housing Authority of Santa Clara County, and local non-profit organizations in their efforts to provide adequate and affordable housing for residents of Santa Clara County and specifically residents of the City of Sunnyvale. The City participates in regional efforts to leverage private and local government resources with federal resources for the provision of affordable housing and/or supportive housing and services for residents of the regional community.

Sunnyvale works with the County of Santa Clara to secure mortgage credit certificates for first time homebuyers as well as bond financing and refunding of tax free mortgage revenue bonds for rental housing. Since most support service agencies are County based, Sunnyvale cooperates with the other jurisdictions to insure that there is no duplication of services and that there is as efficient a delivery system as possible. The City continues to cooperate with the County and the County Housing Authority on their applications for funding of various programs, as well as coordinating the delivery of social services throughout the community. Sunnyvale also continues to work closely with the County and Emergency Housing Consortium on securing State funds to preserve the homeless shelter located in the Sunnyvale National Guard Armory.

An on-going partnership continues with the North SCC cities. The development of the "Analysis of Impediments to Fair Housing" (AI) and the information in the Countywide Fair Housing Study of 2003 was a catalyst for further actions that resulted in the development of a specific Request for Proposals for Fair Housing Services entered into jointly by the cities of Mountain View, Palo Alto and Sunnyvale. This type of collaboration was the first of its type between the northern regional cities of Santa Clara County. The goal was to obtain expanded services for each city's residents at a cost-effective rate. Staff worked on all aspects of the criteria development, interview and ranking process and the final contract negotiations.

Outreach and public information about fair housing has significantly expanded as a result of the competitive process and joint contract. In addition, staff organized a focus group of countywide participants to determine the composition and mission of a Countywide Fair Housing Task Force that was a recommended action item in the Countywide Fair Housing Study and included in Sunnyvale's AI.

The institutional structure for implementation of the Consolidated Plan includes: private industry, non-profit organizations, and public institutions that deliver the programs outlined in the housing strategy. The City does not intend to take any

actions to significantly change the institutional structure during the five-year Consolidated Plan period. The City coordinates with nonprofit organizations that focus on specialized services which benefit Sunnyvale residents, such as Project Sentinel for fair housing education and counseling and Lenders for Community Development for individual development accounts.

The City coordinates its activities with other public agencies through a countywide collaborative and with local/regional nonprofit organizations in the delivery of public services and facilities for special needs groups. This collaborative approach helps address gaps in services, although the primary barrier to addressing gaps in service is the lack of adequate funding to meet 100 percent of needs described in this document.

Among the coordinating actions in which the City has participated in the preparation and implementation of the Consolidated Plan are:

- Quarterly meetings with representatives of each jurisdiction in Santa Clara County responsible for CDBG program implementation to share program knowledge and work collectively with HUD;
- Collaboration in the preparation of housing market, housing needs, and homeless needs sections of each jurisdiction's consolidated plan;
- Participation in a countywide task force to identify and address fair housing issues;
- Participation in a countywide homeless count to support a collaborative approach to meeting homeless needs in Santa Clara County; and
- Participation in the Housing Trust Fund of Santa Clara County, to which many of the jurisdictions in the County contribute.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 1 Action Plan Monitoring response:

The City of Sunnyvale has established a monitoring process that includes annual on-site monitoring and review of agency administration, fiscal management, and program management. Sub-recipients of federal funds will be required to maintain documentation of performance indicators for inspection by the City, with an audit trail from source document worksheets to reports. The City will continue to annually review the progress made in achieving the goals outlined in the Consolidated Plan. The City will continue to prepare detailed agreements with sub-recipients outlining the responsibilities involved with the receipt of federal funds and the performance standards that must be met. Sub-recipients will also be required to submit quarterly performance reports describing which program goals have been achieved. In addition, the City is required to prepare annual end of year evaluations for the use of federal funds by outside funding agencies, which are submitted to the Housing and Human Services Commission for evaluation during the Outside Funding application process.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families.

Program Year 1 Action Plan Lead-based Paint response:

In accordance with regulations regarding the applicability of federal lead-based paint regulations promulgated by HUD, the City of Sunnyvale includes as a strategy and action item the preparation of a Lead Based Paint Management Plan, prepared in consultation with the County and applicable federal agencies. The City of Sunnyvale has a two-tiered approach to the evaluation and elimination of lead-based paint hazards where the problem has been determined to be most prevalent. The City coordinates with the Santa Clara County Public Health Department to reduce lead-based paint hazard. The lead hazard evaluation program, known as the Childhood Lead Poisoning Prevention Program (CLPPP), involves outreach, screening, case management and public education in targeted communities containing concentrations of older housing and low and moderate income households. The lead hazard reduction program involves environmental testing, lead hazard education, blood-lead testing for children, hazard reduction grants, and follow-up monitoring and testing.

Through its Housing Improvement Programs, the City offers technical assistance to homeowners to aid them in maintaining, upgrading, and improving their properties. Such assistance includes information on lead-based paint abatement, lead-based paint hazards, and specific information about safe work practices and how to survey a building for such hazards.

The City includes information about lead-based paint hazards and specific information about how to survey a building for such hazards and how to abate them with its outreach efforts for the Paint and Rehabilitation Programs. The City also provides training on safe work practices and mitigation of lead-based paint hazards for painting and general contractors. The City will inform all contractors that they will be required to attend Lead Paint Safety training, which addresses lead safe work practices, before receiving notification of future bid openings.

Homeowners and painting contractors will be required to view the "Safe Work Practices" video developed by the City and read the "Lead Paint Safety" field guide prior to participating in the Paint Program.

Staff will continue to be kept abreast of lead-safe housing regulations by attending training and coordinating activities jointly with other local participating jurisdictions.

Coordination of Lead Based Paint Reduction Strategy

Throughout the City, the City provides financial assistance to low and moderate income homeowners (and rental property owners with low and moderate income tenants) to abate lead based paint hazards as part of its housing rehabilitation efforts under the Paint Program. Identification and reduction of lead-based paint hazards is also part of Sunnyvale's citywide code enforcement and housing rehabilitation assistance efforts.

The City's Paint Program was established more than 25 years ago and offers \$4,000 for a Paint Loan or \$1,000 for materials for a Paint Grant to homeowners who occupy their home. The Paint loans are a 3% deferred loan for homeowners who are disabled or age 60 and over. Homeowners who are under age 60 and very low income are eligible for the Paint Grant (Reimbursement) Program, which includes the cost of Lead Based Paint Risk Assessment testing.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 1 Action Plan Specific Objectives response:

Sunnyvale has a long tradition of innovative policies and actions directed towards providing a broad range and choice of housing for the community. The Housing and Community Revitalization Sub-Element emphasizes the need for both rental and owner-occupied affordable housing in the City. The Community Development (CD) Strategy, prepared in February 2003 is to guide the use of the City's limited resources to achieve the maximum possible community development benefit. It is an investment strategy intended to direct city investment over the next five years in a manner, which will best maintain and improve the vitality of Sunnyvale and all of its neighborhoods through new expanded housing and neighborhood activities. Through the Action Plan the City intends to concentrate on increasing and maintaining the affordable housing stock, as well as supporting human service agencies who provide housing services in the community.

Housing Priorities

Addressing affordable housing needs is the central purpose of the Action Plan. In response to both the need and the City's resources to address the problem, renters and owners below the moderate-income level receive the highest priority under the plan. The primary activities to address the affordable housing needs will be through acquisition, rehabilitation of single and multi-family homes and new construction of housing. All City programs will be available City-wide.

LOCAL PROGRAMS

Landlord-Tenant Relations/Community Issues and Neighborhood Disputes

Landlord-Tenant Relations is currently funded from general funds at a level of \$102,905 to provide services to residents, landlords, property managers, and owners of property in the form of counseling, conciliation, mediation and general educational outreach. The City is proposing to increase funding to \$103,934 for the 2004-05 PY. Project Sentinel will continue to provide workshops for the City's current Below Market Rate homeowners that will include information on BMR program issues, predatory lending, and credit issues.

New Construction

City of Sunnyvale Affordable Housing and Single Room Occupancies Ordinance (Below Market Rate Program)

This ordinance, revised and adopted in February 2003 implements the Below Market Rate (BMR) policies for new residential construction by requiring that 12.5% of all new ownership units constructed, except those units in R-0, R-1, R-1.5 or R-1.7/PD zones be affordable to low to moderate income households. For rental units, ten percent of the total number of dwelling units shall be maintained as below market rate. In the event that apartment vacancy rates reach levels of three percent or less and rents show a net increase of 20% or more during a twenty-four month period based on the Sunnyvale vacancy and rent survey, BMR units in rental developments shall be increased to fifteen percent of the total number of units. Affordability is restricted to terms of 30 years for ownership units and 55 years for rental units.

The City is continuing to work with developers that are beginning the application process or beginning construction and will be providing below market rate rental or ownership units. These new projects will provide at least 140 BMR Purchase and 2 BMR rental units over the next 18-24 months. Of these amounts, 16 purchase units will soon become available for occupancy this June.

Acquisition/Preservation of Low-Income Housing Stock and Assistance to First Time Homebuyers

Housing Fund

The Housing Fund can be used for acquisition, rehabilitation, new construction and predevelopment costs of affordable housing. Currently, the fund has over \$8 million.

The City will continue to address affordable housing for teachers and City employees through the "Housing for Public School Employees, City Employees and Child Care Teachers (HPCC) Program". This program, funded by the City Housing Fund, provides security deposit rental assistance, first time homebuyer education and down payment loans for home ownership.

The City Housing Fund has also been used as a means to leverage funds for the Housing Trust Fund of Santa Clara County (HTSCC). Sunnyvale provided a total contribution of \$1,000,000 to assist the HTSCC in obtaining eligible matching funds from the State of California Housing and Emergency Shelter Trust Fund Act of 2002 (Proposition 46).

Housing Bond Fund

The Housing Bond Fund was created by the cities involved in the Santa Clara County Housing Bond Committee. Presently there are no projects in the city that will be receiving allocations from this fund.

Housing Trust of Santa Clara County (HTSCC)

Non-profit, private and public sectors, including the Housing Collaborative, the Silicon Valley Manufacturing Group, Santa Clara County and local cities came together to develop the Housing Trust Fund aka HTSCC as an innovative response to the housing shortage. The City's contribution assisted the HTSCC to obtain eligible matching funds from the State of California Housing and Emergency Shelter Trust Fund Act of 2002 (Proposition 46). Furthermore, the City's contribution will assist the HTSCC in continuing with its efforts as an investment pool for the purpose of providing a revolving loan fund and grant-making program to address the issue of affordable housing in Santa Clara County.

FEDERAL FUNDING RESOURCES

The City expects to receive both CDBG and HOME funds in FY 2005-2006 as an entitlement jurisdiction. Other sources of funding may include competitive programs that the City will apply for if a project is applicable and will encourage and support other non-profit agencies' applications for funds.

Acquisition, Construction and Rehabilitation

Community Development Block Grant (CDBG)

The Community Development Block Grant Program provides funding for a wide variety of housing and housing related activities, including the acquisition/development of new affordable housing units, rehabilitation of existing and affordable housing units, lead-based paint abatement, the removal of architectural barriers, fair housing services and public services.

The City of Sunnyvale, as an entitlement city, receives a direct grant from this program. In FY 2005-06 Sunnyvale's allocation is \$1,418,817 in new grant funds and expects to receive at least \$400,000 in revolving fund program income to implement multi-family and single family housing rehabilitation activities. An additional \$200,000 will be used towards these activities from the current revolving loan fund.

HOME Investment Partnership Act

The City is an entitlement City under the HOME program and will receive \$747,978 in FY 2005. HOME funds may be used for the construction, rehabilitation, or acquisition of housing for low-income households. In 2005-06 HOME funds are expected to be allocated to non-profit groups for CHDO operating funds, acquisition, new construction and preservation of at risk units.

Rental Assistance

Section 8 Housing Choice Voucher Program

The Housing Choice Voucher Program is the main Section 8 program administered by the Housing Authority. This program provides rental subsidies for very-low income households who reside in privately owned rental units.

The Section 8 Program may receive a reduction in vouchers which would mean that some families currently subsidized would lose their funding. In the next year the City hopes to maintain the 647 vouchers in the City by engaging with other jurisdictions and the Housing Authority to support the renewal of Section 8 contracts.

The City's homeless assistance strategy for housing activities, which the City directly sponsors is to emphasize the creation of permanent housing which is affordable to the homeless and to individuals who are moving out of shelters or transitional housing programs. The City's strategy also includes contributing funds for the operating costs of existing shelter and transitional housing providers who serve Sunnyvale and the northern Santa Clara County area, and also to cooperate in County-wide approaches to the problem of homelessness. Working as a collaborative, the region can insure a more comprehensive approach to addressing the problem of homelessness.

There are housing needs for supportive housing for elderly individuals, the frail elderly, persons with mental or physical disabilities, persons with substance abuse problems, and persons afflicted with AIDS. People with special needs are generally in the extremely low-income group and would require both rental subsidy and ancillary services. Because Sunnyvale does not have the resources or the expertise to handle these issues alone, City actions are dependent upon the cooperation and support of other agencies better equipped to meet the needs of the homeless and the non-homeless with special needs.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 1 Action Plan Public Housing Strategy response:

The Housing Authority of the County of Santa Clara (HACSC) manages 555 public housing units throughout Santa Clara County. According to HACSC data, most of these units (494) are exclusively for lower-income seniors, while only 25 units are exclusively for lower-income families. There are no public housing units in Sunnyvale.

The City continues to work with the Housing Authority to implement the following strategies to help address the needs of public housing:

- Expand the supply of assisted housing by applying for additional rental vouchers, seeking the maximum amount of funding from HUD to which the Authority is eligible, reducing public housing vacancies (vacancies are typically at 1% or less), and leveraging private or other public funds to create additional housing.
- Improve the quality of assisted housing through high quality public housing management (the Authority has consistently been a high performer with ratings of 90% or greater), improve voucher management, and complete 100% of annual inspections and re-certifications on time.
- Increase assisted housing choices through voucher mobility counseling, rental property owner outreach workshops, outreach efforts to potential voucher landlords, voucher payment standards that reflect local market conditions and provide sufficient incentives for property owner participation, and implementation of a voucher homeownership program.
- Provide an improved living environment by de-concentrating poverty (bringing higher income public housing households into lower income developments), participating in Work Force Board Investment activities as a mandatory partner, and using the voucher program for homeownership.
- Promote self-sufficiency and asset development of assisted households by seeking to increase the number and percentage of employed persons in assisted families through TANF, CalWorks, and WIA program, providing or attracting supportive services to improve assistance recipients' employability, providing or attracting supportive services to increase independence for the elderly or families with disabilities, and supporting the Family Self-Sufficiency Program.
- Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability; undertaking affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability; and undertaking affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 1 Action Plan Barriers to Affordable Housing response:

The primary barriers to affordable housing in Sunnyvale are the high cost of housing, the lack of available land for new housing, and the scarcity of public funds to assist in the development of affordable housing. The City has limited ability to significantly reduce these barriers.

An adequate supply of housing for all income groups has become an increasingly difficult goal to achieve. Housing costs continue to rise (even with loss of jobs and employment), due to strong demand for housing, low mortgage rates, higher construction costs, and the decreasing supply of vacant and developable land. Rental property owners are especially sensitive to increases in maintenance and repair costs during periods of flat or declining rents.

The barriers cited above may also provide new opportunities for affordable housing. With the increase in land value for housing, land within the ITR zone has begun to develop for housing at a rapid rate. There are also density bonus incentives to developers to provide low-income affordable units and units for seniors. If the vacancy rate increases and incomes either remain stable or decrease, rental rates will either stabilize or decrease (at least in the short term). Lower interest rates encourage developers to target the first-time homebuyer and increase the feasibility of homeownership under the City's BMR and other homebuyer assistance programs.

During the up-coming year the City will initiate the update to the Housing and Community Revitalization Sub-element due by June 30, 2007 (unless the legislature extends the deadline). Policies and actions to reduce barriers to affordable housing will be implemented.

The City will undertake the following actions to reduce barriers to affordable housing (from the City's Housing and Community Revitalization Sub-element):

- Continue to approve residential uses on former industrial land;
- Maintain provisions of the zoning code that permit housing to be constructed in commercial districts after planning review;
- Continue to encourage development of affordable owner-occupied units;
- Continue to provide incentives such as density bonus for land assembly for residential development;
- Review the General Plan annually to ensure that sufficient sites are available to facilitate the creation of additional housing units to meet Sunnyvale's share for regional housing needs;
- Maintain the Industrial to Residential (ITR) combining district;
- Continue to provide incentives, such as a density bonus, for land assembly for residential development;
- Maintain diversity in tenure, type, size, and location of housing to permit a range of individual choices for all current resident sand those expected to become city residents;
- Study increasing the density of residential areas near transit stops and along major transportation corridors in conjunction with regional transportation plans; and
- Continue the accessory living unit ordinance, required by state law, as a means to increase the supply of affordable housing.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
 - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
 - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
 - a. Describe the planned use of the ADDI funds.
 - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
 - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 1 Action Plan HOME/ADDI response:

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 1 Action Plan Special Needs response:

Sunnyvale plans to continue to utilize CDBG funds to fund providers of shelter and homeless services. These include the following:

Sunnyvale Community Services: provides emergency services, counseling, financial as well as food and clothing for low-income residents in crisis, or at risk of becoming homeless.

Cupertino Community Services: provides the rotating shelter in churches and support services such as food, rental assistance, medical assistance and housing and gas vouchers.

Emergency Housing Consortium: provides emergency shelter and support services in a number of locations in the County as well as operating the winter shelter in the Sunnyvale armory.

Support Network for Battered Women: provides shelter and support services for victims of domestic violence.

Homeless Prevention

Santa Clara County Homeless Collaborative: The City will cooperate with and participate in the County-wide Homeless Collaborative program in their efforts to find funding for shelter and services to the homeless and other housing projects. This will include efforts to obtain greater funding for the Emergency Rental and Mortgage Assistance Program operated by the Emergency Assistance Network of which Sunnyvale Community Services is the local provider. Sunnyvale will also continue to work with other cities in the County to increase the number of year-round shelter beds and other services for homeless individuals and families. The Collaborative has successfully competed for grants for other projects targeted to the homeless in the County.

It is the goal of the jurisdictions within Santa Clara County, including the City of Sunnyvale, to coordinate services and facilities for the homeless through a regional, cooperative strategy, as a continuum of care. The goal of the continuum of care program is to help homeless residents get housing, job training, childcare, and other services. The continuum of care stresses permanent solutions to homelessness through comprehensive and collaborative community planning. The goal of a comprehensive homeless service system is to ensure that homeless individuals and families move from homelessness to self-sufficiency, permanent housing, and independent living.

Homeless facilities and services in Santa Clara County are provided through the individual efforts of the cities and the County and through a collaborative effort. The Santa Clara Collaborative on Affordable Housing and Homeless Issues (the Collaborative) is the lead entity for the implementation of the countywide Continuum of Care process and official forum for planning and implementing a response to end chronic homelessness in the County. The work of the Collaborative is shared by its members with staffing support provided by the County Homeless Concerns Coordinator (located within the County Executive's Office of Affordable Housing). The Collaborative has drafted a comprehensive Five-Year Continuum of Care Plan, which includes specific goals, strategies and action steps to work toward ending homelessness in the community. Further details on the Collaborative and the Continuum of Care plan are contained in the Santa Clara County-wide Consolidated Continuum of Care Application.

The City of Sunnyvale, as a participant in the Collaborative, supports regional efforts to address homelessness.

The City of Sunnyvale will continue to participate with other entitlement jurisdictions in Santa Clara County to implement a countywide collaborative approach to meeting the needs of homeless individuals and families. Strategies to address Sunnyvale's share of homeless needs and to eliminate chronic homelessness may include financial support of the following types of organizations and activities:

- Local nonprofit organizations that provide shelter, supportive services to individuals, couples, and families who are homeless or in crisis and at-risk of becoming homeless. The City will support programs that assist these individuals and families in obtaining stable housing and self-sufficiency. Some of the supportive services include emergency services, crisis intervention, peer counseling, money management, food and clothing assistance, and transportation vouchers.

- Local nonprofit organizations that arrange for “rotating shelters” for homeless individuals and to provide support services such as food, rental assistance, medical assistance, housing, job counseling, computer training, and gas vouchers for the shelter clients. The Rotating Shelter Program helps homeless individuals secure gainful employment and permanent housing.
- Emergency shelter providers included in the Collaborative’s Continuum of Care plan who serve Sunnyvale residents and offer emergency shelter, transitional housing, and permanent supported housing.
- Emergency and on-going assistance to victims of domestic violence, including emergency shelter, family counseling, and legal guidance.
- Assistance in the development of new shelter and transitional housing facilities for homeless families and individuals.
- Assistance in the development of new housing for families graduating from transitional housing programs.
- Organizations that provide shelter, supportive services, and counseling for homeless youth.
- Collaboration with local homeless service providers to create site selection criteria for the development of emergency shelters and transitional housing in compliance with state law.

During 2004-05 PY, Emergency Housing Consortium (EHC) was appropriated CDBG funds in the amount of \$50,000 for “Our House”, a Homeless Shelter and Service Center for Runaway Youth. The project will serve a youth runaway program and the site will include 10 beds of emergency shelter.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 1 Action Plan ESG response:

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.
*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 1 Action Plan Community Development response:

In order to ensure the viability of all affordable housing projects, the City will continue to fund projects that provide housing-related support services. CDBG funds have been allocated for the following:

Bill Wilson Center: Family & Individual Counseling Center (CDBG?)

This project will receive CDBG funds in the amount of \$17,000 to provide individual, family, group and couples counseling to very low-income Sunnyvale residents. Counseling services will help individuals, youth and families with various problems including family conflict, depression, suicidal thoughts, anxiety, marital and family violence, school and behavioral problems, stress, substance abuse, eating disorders and identity issues.

Catholic Charities/Long Term Care Ombudsman Program

This project will receive CDBG funds in the amount of \$13,212 for the purpose of providing advocacy, investigation of complaints, including allegations of abuse and neglect, and problem resolution services for the elderly and other residents with disabilities in the City's Nursing facilities and Assisted Living/Residential Care Facilities for the Elderly.

Catholic Charities/Shared Housing

This project will provide \$10,000 to Catholic Social Services of Santa Clara County, a non-profit organization, to operate a shared housing program to primarily benefit very low to low income persons at risk of homelessness. Single-parents with children and individuals such as seniors, emancipated youth, and persons with disabilities and refugees who are at risk of homelessness will be served under this program.

Community Association for Rehabilitation (C.A.R., Inc.)

CDBG funds in the amount of \$6,025 have been allocated to this agency to support the services to families and individuals who have developmental or other disabilities. C.A.R. provides an infant program, a recreation program, respite services, specialized day care for adults, job training and placement for adults and outreach and education.

Cupertino Community Services (CCS)

CDBG funds in the amount of \$15,000 have been allocated to this agency to support the rotating shelter for homeless men and to provide support services such as food, rental assistance, medical assistance, housing, job counseling, computer training and gas vouchers for the shelter clients. The Rotating Shelter Program helps homeless men secure gainful employment and permanent housing.

Emergency Housing Consortium LifeBuilders (EHC)

Sunnyvale HOMES is an existing program that will provide food, emergency shelter, transitional housing and affordable permanent housing for Sunnyvale's homeless families, single adults and youth. This project will fund emergency housing services with CDBG funds in the amount of \$56,500.

Family and Children Services

CDBG funds in the amount of \$21,100 will support Youth Counseling Services that will provide mental health counseling services to at-risk Sunnyvale youth and their families.

First United Methodist Church of Sunnyvale (Sunnyvale Senior Nutrition Program)

This project will provide \$24,000 in CDBG funds to provide meals to approximately 200 unduplicated seniors in Sunnyvale five days per week for 249 days and van transportation services for those unable to travel independently is provided.

Friends for Youth

This project will offer one-to-one mentoring services for Sunnyvale youths, matching at-risk young people with an adult volunteer mentor to help them stay in school and out of trouble. \$17,800 in CDBG funds will be used for this project.

India Community Center-Health Related & Human Care Services

CDBG funds in the amount of \$8,792 will provide health related and human care services, such as health workshops, yoga, stretch and flex exercises, meditation and stress relieving exercises, networking, and socialization to isolated low-income immigrant seniors along with other local ethnic groups.

Live Oak Adult Services-Adult Day Care

This project provides day care for frail elderly and dependent seniors. Program activities provide socialization and recreational opportunities for functionally impaired seniors as well as respite and support services for caregivers. \$19,400 in CDBG funds will be used for this project.

Project Match-Sunnyvale Senior Group Residence Services

Project Match, Inc., a non-profit corporation will use \$14,000, to provide support services to seniors living in group homes that includes on-going interview; assess; refer and/or counsel low-income seniors in a group or individually and referral to needed self-care, mutual care, and or professional care services.

Second Harvest Food Bank- Operation Brown Bag

Funding in the amount of \$5,490 will be provided to the Second Harvest Food Bank of Santa Clara County to operate the Operation Brown Bag program. The Brown Bag provides weekly food supplements to low-income seniors.

Senior Adult Legal Assistance

This project will provide funds in the amount of \$10,479 for the program that provides free legal and advocate services to Sunnyvale seniors.

Sunnyvale Community Services (SCS)

This project will receive \$65,552 in CDBG funding to provide emergency services including financial assistance, food and clothing for low-income residents in crisis or at risk of becoming homeless.

Support Network for Battered Women

This agency provides emergency and on-going assistance to victims of domestic violence. Services include emergency shelter, family counseling, and legal guidance. Community education and training programs are also provided. \$32,000 has been allocated to this agency.

The Health Trust-Meals on Wheels

Meals on Wheels provides weekday hot meal deliveries to homebound low income seniors and disabled adults. Homebound, frail and/or disabled clients benefit from a weekday wellness check that the drivers conduct along with the meal delivery. This program will receive \$13,650 in CDBG funding.

Fair Housing Services

This project will fund the continuation of fair housing services provided to Sunnyvale residents. The Fair Housing Study released in January 2003 recommended that to strengthen fair housing services in Santa Clara County, there should be more regional and sub-regional collaboration. In response, the Cities of Mountain View, Palo Alto and Sunnyvale have jointly selected fair housing services from a single provider to serve the three cities that will promote fair housing and investigate complaints of housing discrimination of all types, including racial, sexual, and families with children. This contract will be funded by CDBG funds for \$30,000. The following summarizes the services to be provided.

Community Education and Outreach which will include education seminars and training workshops, educating potential renters and buyers, and use of local media to promote the concept of affirmative fair housing;

Advocacy and Investigation that will receive, evaluate, and process claims of housing discrimination; provide consultations, counseling and mediation/conciliation, and legal representation; and

Coalition Work and Reporting quarterly reports to be provided to the city, provide staff with technical assistance regarding Fair Housing issues and updating the AI, provide staff with information and analysis of Fair Housing legislation, represent North Santa Clara County at regional meetings, and represent North County on Fair Housing Task Force.

Planned Activity: Rehabilitation Activity

Expand the level of participation in the housing rehabilitation programs of both private and non-profit property owners of both owner-occupied and rental housing.

Action: Offer the services of housing rehabilitation as currently provided through the Home Improvement Loan Program; Home Access program, which includes maintenance and repairs of City lifts, and rehabilitation of rental properties. If this level of performance is achieved, the City can anticipate completing rehabilitation to 45 units. Any issues regarding lead-based paint will be addressed under this activity.

Continue to address energy needs of low-income homeowners through the Energy Efficiency Program by replacing inefficient aging appliances, heating systems, windows, increasing insulation, and other types of weatherization improvements. This program will benefit the homeowner by reducing monthly utility costs and benefit the community by reduction of overall energy consumption.

Substantial rehabilitation to approximately 80 units of rental properties includes exterior repairs of the structure (i.e. roof, windows and doors, siding, stairs and painting), as well as electrical, heating, plumbing and replacement of appliances and flooring. The City anticipates additional funding from the HELP program of the California Housing Finance Administration (CalHFA) to leverage interest-subsidized loans from a conventional lender should multi-family investors require assistance..

Planned Activity: Neighborhood Support

Recommended in the Community Development Strategy (discussed further in the CD Strategy section), this new program will support efforts of the single-family and multi-family action areas.

Action: The Neighborhood Improvements Program will provide funding for street trees, streetscape improvements, neighborhood clean-ups, façade and landscape designs, and other targeted projects to improve the physical appearance of the action area neighborhood by elimination of a blighted area..

Planned Activity: Neighborhood Education

Recommended in the Community Development Strategy (discussed further in the CD Strategy section), this new program will encourage and support property maintenance and improvement in single-family and multi-family action areas.

Action: Provide property owner/manager workshops, multi-lingual newsletter to action area residents, home improvement workshops, a tool lending library and a local business resource guide.

Planned Activity: Public Facilities

Action: The City continues to retrofit as many curbs as possible each year so that all intersections in the City conform to ADA requirements.

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 1 Action Plan Antipoverty Strategy response:

The City's anti-poverty strategy is centered in its award winning NOVA program which focuses state and federal resources on the training employment needs of the County. NOVA Private Industry Council is a private public partnership which includes businesses, cities and educational institutions to insure that job training is relevant to business needs. The strongest anti-poverty strategy for the City is to try to get residents back in the work force in jobs that will provide them economic independence. Furthermore, addressed in the CD Strategy, the City must continue to motivate and support those in the workforce to augment their skills to be prepared for the jobs of the future. Therefore, the employment opportunity efforts of NOVA must be coordinated with the economic development efforts of Community Development. NOVA works with approximately 7,000 people per year.

The City of Sunnyvale is the founding city of the NOVA Job Training Consortium, and provides the administrative direction and support for NOVA.

In partnership with the NOVA Workforce Board, the City collaborates with the other six consortium cities to help our residents and businesses acquire new skill sets, enhance employment prospects, and advance career opportunities. Each year the NOVA program serves over 7,000 youth and adults through a wide variety of programs and funding sources. Its annual budget is approximately \$12 million, and it has been continuously recognized for its outstanding performance.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 1 Action Plan Specific Objectives response:

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on the accomplishments under the annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 1 Action Plan HOPWA response:

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 1 Specific HOPWA Objectives response:

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

DRAFT FUNDING SOURCES TABLE FY 2005/2006 CDBG INCOME

Grant	1,418,817
Anticipated RLF (Program Income)	400,000
Current RLF Balance (Available)	700,000
Disencumbered Funds: 2003 and 2004 PY	322,584

TOTAL CDBG FUNDS AVAILABLE	2,841,531
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CDBG EXPENDITURES:

PROGRAM ADMINISTRATION	363,764
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General Administration	284,260
Fair Housing	30,000
Analysis of Impediments (AI)	7,800
Housing Element	12,000
Housing Acquisition	29,704

PUBLIC SERVICES	350,000
Outside Group Funded Agencies	350,000

REHABILITATION	500,887
Single Family (RLF-400,000)	
Multi Family Renter (RLF-200,000)	
Home Access, Paint & Emerg Repair	80,000
Neighborhood Support/Education	79,000
ADA	150,000
Housing Rehab Admin	191,887

ACQUISITION (RLF-500,000)

CAPITAL PROJECTS	526,750
Sewer Improvements	215,000
Manhole Reconditioning	311,750

FY 2005/2006 HOME INCOME

Grant	747,978
Program Income	0

TOTAL HOME FUNDS AVAILABLE	747,978
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HOME EXPENDITURES:

PROGRAM ADMINISTRATION	74,798
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